SUBJECT: Auto Glass Replacement

BID #: SC-0281-18 **OPEN DATE:** 6/13/2018

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – From date of award through September 30, 2018 with two (2) one (1) year renewal options

AGENCY: Fleet Management Division

BASIS OF AWARD: All or None to the Lowest Responsive, Responsible Bidder

NUMBER OF BIDS INVITED: 9 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Administrative award was approved 11/2/17 in the amount of $64,000.00.

Recommend approval to increase the award with AAA Auto Glass, Inc. by $15,000.00 for glass replacement through September 30, 2018. Total revised expenditure amount is $79,000.00.

Funding Source: AFFM511-04602 - To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Award

Analyst: _____
Annette Burney

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Crisencio Tongol, Chief, Fleet Management Division

---

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FINANCE AND ADMINSTRATION DEPARTMENT

FLEET MANAGEMENT DIVISION

Jacksonville

Where Florida Begins.

Date: July 25, 2018

To: Gregory Pease, Chief of Procurement Division

Thru: Cris Longol, Chief of Fleet Management Division

From: Erik Preacher, Fleet Financial Services Manager

Re: Recommendation to increase SC-0281-18 Auto Glass

Fleet Management Division is requesting approval to increase award SC-0281-18 to AAA Auto Glass Inc., in the amount of $15,000.00 for the Auto Glass Replacement. The increase it necessary to fund glass replacement through the end of FY18.

Total estimated expenditure not to exceed $79,000.00.

AFFM511-04602 will be utilized for these purchases.

2581 Commonwealth Ave. Jacksonville, FL 32254 Phone: 904.255-7499 Fax: 904.381.4607 www.coj.net

ADMINISTRATIVE AWARD
BID NO: SC-0281-18

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to the only responsive, responsible bidder, AAA Auto Glass Inc., for Auto Glass Replacement in the total not to exceed amount of $64,000.00. Period of service is from date of award through September 30, 2018 with two (2) one (1) year renewal options.

FOR AGENCY/DEPARTMENT: FLEET MANAGEMENT

REQUISITION NUMBERS: N/A

NUMBER FIRMS SOLICITED: 9 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION:

RECOMMEND AWARD TO: **AAA AUTO GLASS INC.**

CONCURRENCE BY: **C. J. Thompson, Chief of Fleet Management**

PRICE: **$64,000.00** **TERMS:** NET 30

REASON FOR NOT ACCEPTING LOW BID:

Shawna Williams
Buyer

10/30/17
Date

Asst. Manager of Purchasing Services

10/31/2017
Date

APPROVAL:

Gregory Pease Chief, Procurement Division

10/2/17
Date